

**HIV PLANNING COUNCIL MEETING MINUTES
TUESDAY, JANUARY 15TH, 2019**



***HIV PLANNING COUNCIL
COMPREHESIVE PLANNING COMMITTEE MEETING MINUTES
2019***

***COMMITTEE MEETING
TUESDAY, JANUARY 15,***

The HIV Planning Council Comprehensive Planning Committee convened in a committee meeting on Tuesday, January 15, 2019 at City Hall, 301 West 2nd Street, Room 1029 in Austin, Texas.

Committee Chair Glenn Crawford called the Committee Meeting to order at 6:00p.m.

Council Members in Attendance:

Committee Chair Glenn Crawford, Akeshia Johnson-Smothers, Alberto Barragan, Bart Whittington, Emma Sinnott, and Whitney Bulna

Council Members Absent: Jerry Elrod

Staff in Attendance: Hailey de Anda, Supervisor, Halana Kaleel, Administrative Senior, Laura Still, Planner.

Administrative Agent: Brenda Mendiola

Presenters: None

1. CERTIFICATION OF QUORUM

Committee Chair Glenn Crawford established and certified Quorum.

2. CITIZEN COMMUNICATION

None at this time

3. INTRODUCTION/ANNOUNCEMENTS

None at this time

4. APPROVAL OF MINUTES

The minutes from the meeting of October 9th, 2019 were approved with corrections.

5. STAFF REPORT

a. The presentation was made by Hailey de Anda, Supervisor, HIV Planning Council Office of Support (*See Appendix A*).

- i. Working with Fast Track Cities on plan alignment with the Comprehensive Plan.
 - Dr. Huang will be moving on from Austin Public Health so will no longer be coordinating Fast Track Cities.
- ii. Findings from HRSA Site Visit Final Report were reviewed by committee

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- Corrective Action plan was created in response to findings and Support Staff is working diligently on filling vacant categories and developing Spring Recruitment Plan to reflect the local demographics of HIV in the TGA.
- iii. Support Staff discussed the possibility of committee members transitioning to other committees.
 - Committee recommended developing clear guidance on how conflicted members could serve on Allocations Committee.
- iv. Planning Council members have been requested to present key takeaways from any conferences they attended such as the Annual Ryan White Conference or Texas State Syndicate Conference.

6. 2019 COMMITTEE WORK PLAN ORIENTATION

- a. Mini-Training on Ryan White Legislative Requirements
 - i. Support Staff Laura Still presented Mini-Training on Needs Assessment (*See Attachment A*).
 - Training provided by Planning CHATT.
 - Comprehensive Planning Committee will begin preparing to enter Phase 3 of the Needs Assessment.
- b. Annual work plan review and discussion
 - i. Committee reviewed the annual work plan and the logic model.
 - ii. Committee requested more information on how the assessment can inform the MAI Program as well more clarification on Allocations and Comprehensive Plan Committees role throughout this process.
 - iii. Committee would like to focus on capturing the voice of those who have fallen out of care.

7. NEEDS ASSESSMENT PHASE II: CLOSE OUT

- a. Review needs assessment data
 - i. Committee reviewed needs assessment data collected from focus groups and key informant interviews.
 - Key recommendations established from data review:
 1. Fund peer navigators for newly diagnosed individuals (i.e. directive and allocations for non-medical case management).
 2. Pilot rideshare program in the Austin TGA.
 3. MAI program fund should address need for language and culturally competent services for Latinx/Hispanic population.
- b. Data Collection close out
 - i. All priority populations identified were reached. Three focus groups were completed and 6 key informant interviews completed/scheduled.

8. NEEDS ASSESSMENT PHASE III: INTRODUCTION

- a. Special studies ideas discussed:
 - i. Housing/substance use
 - ii. Peer navigation
 - iii. Centralized eligibility
 - iv. Culturally competent services for Spanish Speakers

9. VOICES OF AUSTIN STORY TELLING PROJECT: DISCUSSION

- a. Committee Chair Glenn Crawford has been having discussions with Brandon Wollerson on possible Story Corps project.

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- b. Support for committee would be developing questions for Voices of Austin Story Telling Project.

10. ADJOURNMENT

Committee Chair Glenn Crawford adjourned the meeting at 8:16 p.m. without objection.

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Appendix A

**Planning Council: Office of Support Staff Report
January 15, 2019 Comprehensive Planning Committee Meeting**

ANNOUNCEMENTS

2019 Hill Country Ride for AIDS

Still Austin
440 St. Elmo Rd E., Suite F
Austin, Texas 78745
January 24, 2019
7:00pm

Fast Track Cities Upcoming Workgroup Meetings

January 28, 2019 next Fast Track Cities meeting

www.facebook.com/AustinFTC/

STAFF ACTIVITIES

Ryan White Part A Grant Activities

- HRSA Site Visit final report distributed to planning council on December 10, 2018
- HRSA Finding related Planning Council: **The RWHAP Part A PC did not reflect in its composition the demographics of the population of individuals with HIV in the TGA. It also did not have representation from all required membership categories.**

Needs Assessment

- Wrapping up data collection and summary from all target groups identified by Comprehensive Planning Committee for year 2.

Comprehensive Planning

- Fast Track Cities action plan is in development
- Revision based on FTC's plan and the Texas Syndicate plan are expected in early 2019.

Outreach and Recruitment

- HRSA is hosting a webinar on recruitment and retention of new members on January 16, 2019 from 1:00-2:00pm
- Launching Spring recruitment drive development during January Executive Committee meeting

Technical Assistance and Training

- Request for direction on the type of content to include in presentations:
 - January - Anne Dills – State HIV data/ transgender data
 - February - Angela Sommers – HOPWA a/ Housing and Economic development
- Document development
 - Policy and procedures added for reimbursement of planning council members
 - Finalizing documentation for community members to submit a complaint against a

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Planning Council.

Partnerships

- Texas HIV Syndicate
- Opt out HIV Policy – Health Equity Policy Council effort

Other

- Participation in major conferences
 - Annual Ryan White Conference
 - Texas State Syndicate Conference
- Letter of Support for comprehensive Sex Education in AISD sent to Board of Trustees